

CITY OF TIOGA
City Commission Meeting Minutes
January 21, 2020

A meeting of the City Commission of the City of Tioga was called to order at 7:00 pm on January 21, 2020, at the Tioga City Hall, by the City Commissioner Drake McClelland.

PRESENT: Drake McClelland, Tim Christianson, Heather Weflen, Elizabeth Pendlay and Abby Salinas

ABSENT: Natalie Bugbee, Tim Sundhagen

GUEST: Dan Larson, Jacob Orledge, Austin Rollag, Corey Murphy, Shawna Nelson, Josh Nelson, Josh Reiner, Kent Rittermen, Chuck Stewart, Fran Stewart, Ronda Rehak, Dennis Rehak, Ann Gaurmer, Jim Prather, Scott Bertsch, Sam Pesik, Jared Attanasio, Shelly Gleave, Karen Nelson

Christianson made a motion to approve the Commission Minutes of January 6, 2020 regular meeting, second by Weflen. Roll Call: Ayes; Christianson, Weflen

Christianson made a motion to approve the Commission Minutes of January 6, 2020 Public Hearing, second by Weflen. Roll Call: Ayes; Christianson, Weflen

Christianson made a motion to approve the Commission Minutes of January 6, 2020 Executive Session, second by Weflen. Roll Call: Ayes; Christianson, Weflen

Christianson made a motion to approve the Commission Minutes of January 9, 2020 Public Hearing, second by Weflen. Roll Call: Ayes; Christianson, Weflen

Commissioners Reports:

Christianson: None

Bugbee: Absent

Sundhagen: Absent

Weflen: None

McClelland: Advised constituents that the Commission Board is not and does not have any intentions of doing annexations at this time if anyone has heard that, it is a rumor that is spread but not truth.

Modifications/Approval of Agenda:

Weflen made a motion to add Police Department to new business after Planning and Zoning then approve agenda with the changes as stated, second by Christianson. Call: Ayes; Christianson, Weflen

Old Business:

1. Legal – Elizabeth Pendlay – Advised Commission Board of the items she is currently working on reviewing the contract with Moore Engineering for the Water Main Project.

Christianson made a motion to approve the construction contract with Moore Engineering for Northeast Reconstruction subject to Legal approval, second by Weflen. Roll Call: Ayes; Christianson, Weflen

Pendlay also reiterated to the constituents there are no annexations in the immediate horizon and NDCC states that land owners have to be notified if this were to take place. Pendlay stated that a meeting took place today with the County Attorney, 2 County Planning and Zoning Members, Larson, Salinas and herself to review the topic of ETJ. Currently the City of Tioga has been completing building permits up to a mile per the direction of the County Planning & Zoning Director, however once the ETJ ordinance is passed and signed the City of Tioga will only have jurisdiction of the ½ mile and the County will have primary Jurisdiction from the ½ mile to the mile. A Joint Powers Agreement would have to be completed after the ETJ Ordinance is read and approved if both parties want to relinquish or have more rights on certain planning and zoning items.

2. Moore Engineering: Reiner – Advised Commission Board on updates of work being completed on the Northeast reconstruction project and stated that construction meetings will start in February. Handed exhibit of contract for geotechnical work from Material Testing Services in the amount of \$5,800 for the construction that is to be done on the Northeast Reconstruction.
Weflen made a motion to approve contract with MTS in the amount not to exceed \$7,000 pending approval from legal, second by Christianson. Call: Ayes; Christianson, Weflen
Reiner stated that he has completed an evaluation on the lift station and the Engineer’s portion of the application for the Emergency Grant and a motion will need to be made to approve the submission of the grant application.
Weflen made a motion to approve the signing and submission of the emergency grant application for the lift station, second by Christianson. Call: Ayes; Christianson, Weflen
3. FCI Construction- Austin Rollag – Advised the Commission Board of the status for the Police Station and Museum construction. Handed exhibit of pay application #8 from FCI in the amount of \$355,759.80 for the work done in the month of December on the Police Station.
Christianson made a motion to approve Pay Application #8 from FCI Construction in the amount of \$355,759.80 for the work done in December of 2019 at the New Police Station, second by Weflen. Call: Ayes; Christianson, Weflen
Handed exhibit of pay application #7 from FCI in the amount of \$189,129.80 for the work done in the month of December on the Museum
Weflen made a motion to approve Pay Application #7 from FCI Construction in the amount of \$189,129.80 for the work done in December of 2019 at the New Museum, second by Christianson. Call: Ayes; Christianson, Weflen
4. Community Center – Salinas handed exhibit of estimate of new skates for the Community Center to Commission Board to consider. Discussions held.
Weflen made a motion to approve up to \$3,000 for the Community Center, second by Christianson. Call: Ayes; Christianson, Weflen
5. Ordinance 2020-02 RV Park 2nd Reading – Salinas handed RV Park Ordinance to Commission Board for 2nd reading. **Penalty** - In addition to the suspension or revocation provisions contained herein, a violation of the provisions of this ordinance may result in the imposition of a civil fine of up to \$500.00 per day, for each and every day a violation of this ordinance may occur. (full copy or 2020-02 RV Park Ordinance can be obtained on line at www.tiogand.net or at Auditor’s office)
Weflen made a motion to approve 2nd Reading of 2020-02 RV Park Ordinance striking all of 5.3007 subpart 2, a. and b. and last paragraph, second by Christianson. Call: Ayes; Christianson, Weflen

New Business:

6. Planning & Zoning – Larson handed an exhibit to Commission board of a Conditional use permit for a laydown yard from Dennis Rehak for their review and consideration. Planning and Zoning Committee advised Commission Board that they have reviewed the Conditional Use Permit (CUP) application and recommend approval. Discussions held.
Christianson made a motion to approve the Conditional use application from Dennis Rehak for a lay down yard, second by Weflen. Call: Ayes; Christianson, Weflen
7. Police Department – Police Chief Corey Murphy – Handed Commission Board a grant application to the County 1% Board for a search and rescue Polaris in half the amount of \$5,000 and will seek a grant from Tioga Fund for the remainder amount of \$5,500.
Weflen made a motion to approve the submission of the County 1% grant application in the amount of \$5,000 for the search and rescue Polaris and then seek the remainder of from Tioga Fund, second by Christianson. Call: Ayes; Christianson, Weflen
Murphy also advised that soon he will be coming the Commission Board for funding on a boat in case of emergencies at the Tioga Dam. Murphy did a presentation for Commission Board seeking advise on

what to add for future showings (Officer Nelson took lead on this project) good feedback given and it will be a great tool for the Community. Discussions held.

8. Payroll – Salinas handed exhibit of payroll for 01-22-2020 for their review and consideration.
Christianson made a motion to approve payroll for 01-22-2020, second by Weflen. Call: Ayes; Christianson, Weflen
9. Financials - Salinas handed exhibit to Commission Board of City of Tioga Financials for December 2019 for their review and consideration.
Weflen made a motion to approve Balance Sheet for December 2019, second by Christianson. Call: Ayes; Christianson, Weflen
Weflen made a motion to approve Fund Summary for December 2019, second by Christianson. Call: Ayes; Christianson, Weflen

With no further business, the meeting of the Tioga City Commission was adjourned by unanimous vote moved by Weflen, second by Christianson at 9:13 p.m. call: Ayes; Christianson, Weflen, McClelland

The next meeting of the City of Tioga Commission Meeting is scheduled for Monday February 3, 2020 at 7:00 p.m., to be held at the Tioga City Hall.

Drake McClelland, City Commission President

ATTEST:

Abby Salinas, City Auditor